

REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION

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March 23, 2004

FROM: MARCEL TURNER, Director
Human Resources

SUBJECT: REQUEST FOR PROPOSALS FOR AUTOMOBILE LIABILITY INSURANCE

RECOMMENDATION: Approve request for proposals (RFP) for automobile liability insurance and authorize the Human Resources Department to issue the RFP.

BACKGROUND INFORMATION: The County's current automobile liability insurance program expires August 18, 2004. This policy protects the County against automobile liability and property damage claims on Category I owned vehicles. The current policy has a combined limit of \$1,000,000 for bodily injury, property damage, and uninsured motorist coverage and \$5,000 for medical payments coverage.

Pursuant to County Policy 11-05, departments are required to obtain Board approval of an RFP for contracts in excess of \$75,000. Approval of this RFP and its issuance will facilitate the uninterrupted continuance of automobile liability coverage. The RFP will be sent to eighteen brokers (six local). A recommendation to purchase a three-year policy for this coverage will be presented to the Board in July 2004. The RFP and broker list are on file with the Clerk of the Board.

REVIEW AND APPROVAL BY OTHERS: This item has been reviewed by Purchasing (Betty Alexander, Contracts Analyst, 387-2509) on March 4, 2004; County Counsel (Michael Sachs, Chief Deputy County Counsel, 387-5281) on March 9, 2004; and County Administrative Office (Daniel R. Kopp, Administrative Analyst, 387-3828) on March 15, 2004.

FINANCIAL IMPACT: Issuance of the RFP will not result in additional cost. Upon review of the RFP responses, recommendations and the financial impact will be presented to the Board. Premiums will continue to be paid from Risk Management's automobile liability (IBG RMG) and Special Districts/JPA automobile liability (IAH RMG) sub funds, which are funded via Board-approved rates charged to its customers.

SUPERVISORIAL DISTRICTS: All

PRESENTER: Pamela H. Thompson, Risk Manager, 386-8620

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